

California Partnership for the San Joaquin Valley
Outline of Process for Request for Proposals
For Consideration by the Partnership Board on September 15, 2006

Recommendation

Authorize the Chair and Deputy Chairs to approve final release of Requests for Proposals (RFP) for:

- (a) management and support staffing to implement the Strategic Action Proposal, including the Secretariat support function for the Partnership and professional support staff for Work Groups; and
- (b) seed grants to implement components of the Strategic Action Proposal.

Authorize establishment of an ad hoc advisory committee to the Chair and Deputy Chairs for this purpose composed of six members of the Partnership Board representing a cross-section of expertise and geographic diversity: 2 local officials, 2 civic leaders, and 2 Cabinet Secretaries.

Require circulation of the draft RFP for staffing to the full Partnership Board for a 24-hour comment period prior to finalizing the documents for release. Require development of the RFP for seed grants to be reviewed and approved by the Partnership Board at the October meeting.

Background

The Governor and Legislature approved an appropriation of \$5 million in the State Budget for Fiscal Year 2006-2007 for the California Partnership for the San Joaquin Valley for implementation of the Strategic Action Proposal. Thus, the funding and all expenditures are subject to completion and submission of the Strategic Action Proposal, which is due to the Governor by October 31, 2006. At the request of the Legislature, the Partnership Board developed and approved the following working budget for use of the \$5 million:

\$5 Million in Fiscal-Year 2006-2007 State Budget

- 1.7 Management Personnel and Consultants
 - .1 Community Outreach
 - .2 Communications (including multi-language materials)
 - .3 Annual Progress Reports for Accountability
 - .2 Regional Conferences for Periodic Reporting and Mobilization of Volunteers
- 2.5 Seed Grants to Implement Strategic Action Proposal

It is intended that, with the assistance of Business, Transportation and Housing Agency (BTH), the Partnership Board will initiate a competitive RFP process to obtain proposals for professional staff support. The \$1.7 million specified for Management Personnel and Consultants above will be used to engage contracted professional support for the “secretariat” function to coordinate the meetings and deliberations of the Partnership Board and to staff Work Groups in implementing the Strategic Action Proposal. The secretariat function management also will oversee or directly provide services related to community outreach, communications, annual progress reports, and annual regional conferences. Thus, there could be one or more contracts to carry out these functions in implementing the Strategic Action Proposal, depending on the responses to the RFP. In addition, the budget appropriation provided that the \$1.7 million also may be used to support up to two fixed-term positions at BTH to develop and manage the initial RFP invitation and contract process. It is

the current intent of BTH to use one position. The secretariat and staffing should be engaged in a timely manner to begin soon after submission of the Strategic Action Proposal.

The approved funding includes \$2.5 million for seed grants up to \$250,000 each to begin implementation of the Strategic Action Proposal. It is envisioned that potentially there will be multiple applicants for a wide variety of projects. The seed grants RFP process may require a longer timeframe than the secretariat / staffing RFP process.

All of the \$5 million must be encumbered by June 30, 2007.

General Approach for Secretariat and Staffing

- The RFP will specify specific functions, services and deliverables to be provided, but should invite innovative approaches to carrying out the functions for a time period up to June 30, 2009.
- Eligible applicants may include organizations (public or private), private firms, or individuals to propose one or more of the specific support functions. One or more organizations / individuals may joint venture for the purposes of submission of a proposal(s).
- The Secretariat function should encourage identification of specific dedicated personnel, including a preference for a lead executive to be approved by the Partnership Board.
- The RFP will be released no later than Friday, September 22nd, and initial proposals should be due no later than October 20th in order to present a recommendation to the Partnership Board at the October 26-27 meeting when the final Strategic Action Proposal will be approved.
- The RFP will reserve to the Partnership Board the right to reject all proposals, award no contracts, and to negotiate among the proposal sponsors the most appropriate contracts for staffing and support services.

General Approach for Seed Grants

- The RFP will be prepared for approval by the Partnership Board at the October 26-27 meeting.
- Eligible applicants may include organizations (public or private), private firms, or individuals to propose one or more of the specific support functions. One or more organizations / individuals may joint venture for the purposes of submission of a proposal(s).
- Grants will be for up to \$250,000 each.
- The RFP will be released by November 1st and initial proposals will be due December 31st, with a second proposal due date set later (such as end of February or March 2007), allowing a phased decision-making approach to award of seed grants.
- Specific criteria for evaluation will include:
 - Establishes an innovative regional approach to working together that will achieve a greater impact of existing resources.
 - Augments leadership from the Partnership or from existing organizations to foster systemic change and reform.
 - Provides matching resources.
 - Fosters greater public-private collaboration.
 - Engages and citizenry and mobilizes volunteers.
- The RFP will reserve to the Partnership Board the right to reject all proposals, award no contracts, and to negotiate among the proposal sponsors the most appropriate contracts for implementation of the Strategic Action Proposal.